

**OCEANSIDE COMMUNITY  
ASSOCIATION BOARD OF DIRECTORS  
GENERAL SESSION MINUTES  
July 28, 2021**

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**NOTICE**

Upon due notice, the members of the Board of Directors for the Oceanside Community Association met in General Session on Wednesday, July 28, 2021 at 9:30 am in the Auditorium and teleconference.

**CALL TO ORDER**

President John Vogt called the meeting to order at 9:30 am  
The Pledge of Alliance was led by Secretary Bruce Cowgill  
Roll Call was led by Secretary Bruce Cowgill  
Secretary Cowgill read the video disclaimer.

**ATTENDANCE:**

Present: John Vogt, President  
Sue Moore, Vice President  
Kelly Byrne, Treasurer  
Bruce Cowgill, Secretary  
Anita Romaine, Director  
Steve Graves, Director  
Peggie Moore, Director

Absent: None

Management: Scott Humberstone, General Manager  
Fernando Montano, Facilities Manager  
Teresa Brown, Committee and Administrative Assistant

**AGENDA APPROVAL**

The Board reviewed the General Session Meeting Agenda for approval as amended. Upon a motion made and seconded:

**RESOLVED:** To approve the General Session Agenda of June 30, 2021, as amended. Approved: Unanimous.

**HOMEOWNER COMMENTS (3-minute limit)**

The residents in attendance were also given an opportunity to provide their comments at this time. Seven members of the community provided their comments during the homeowner forum.

- Three homeowners expressed deep concern about possibly closing the Lapidary Shop. The Shop Leader, John Pitarresi, requested an apology and retraction from the Board.
- Homeowner expressed thanks to Kathleen Dowling of the Landscape Committee for publishing an article in the Highlights regarding keeping water on so that the plants don't die.

- Homeowner announced the plans to hold an Art Show on October 24, 2021.
- Homeowner expressed disappointment about the Unit 2 painting project in 2019 and would like for it to be reviewed and corrected.
- Homeowner expressed concern about communication to the community. Has been experiencing conflicting information.

#### **APPROVAL OF GENERAL SESSION MINUTES**

The Board reviewed for approval the General Session Minutes of June 30, 2021, as revised. Upon a motion made and seconded:

**RESOLVED:** To approve the minutes of the General Session Minutes. Approved: Unanimous

#### **EMERALD ISLE GOLF CLUB UPDATE**

A report written by Holly Kennedy was read to update the community.

#### **PRESIDENT'S REPORT**

The President's report included the following:

The six-month financial report shows that we are presently operating comfortably in the black, primarily because of staffing vacancies and Covid-causing delays in Reserve Fund projects

You may recall that in 2018, while replacing the gas lines, SDG&E demanded that some of our buried electrical conduits be replaced before the gas line project could be completed. That replacement to 29 meters cost our association \$73,000. More alarming was SDG&E's threat that similar conduits throughout our community would need to be replaced with a cost which could easily exceed \$1M. The Board took the matter to the Public Utilities Commission in hopes it would rule that not we, but SDG&E was responsible for such replacement costs. Our claim was rejected. In the process we've learned that the association was wrongly billed since the cost of such conduit replacements is to be borne by the homeowner of the meter being served. In today's Executive Session the Board must decide what our next steps will be in this matter.

**RESOLVED:** To accept the report with no action necessary.

#### **SECRETARY'S REPORT**

A meeting was held on April 28, 2021. Topics covered were fines and delinquencies, collections, and the lawsuit with SDG&E. Thank you.

**RESOLVED:** To acknowledge the Secretary's report as presented with no action necessary.

#### **TREASURER'S REPORT**

Treasurer Byrne reported on the June Finance Report showing \$157K in total expenses. Monthly Reserve Fund contribution stand at \$115K. The Reserve Account has close to \$1.6 million.

##### **Delinquency & Collections Status Report**

The delinquency Status Report for June 2021 shows delinquencies totaling \$108K.

##### **Fine Report**

Unpaid fines totaling \$1,300 have been approved and applied to various member accounts.

##### **Lien Resolutions**

There are no lien approvals required this month.

### **Foreclosure Action**

Per Civil Code 5705, to note there was one new foreclosure action to report on.

**RESOLVED:** To acknowledge and accept the Treasurer's Report as presented noting no action needed at this time.

### **EXECUTIVE SUB-COMMITTEE REPORTS**

**Activities:** The recent July 4th event saw 140 participants. The upcoming Ice Cream Social will be held on August 7th from 1-3pm, and the committee is planning its Labor Day Party for September 6th. Upon a motion and seconded:

**RESOLVED:** To accept the resignation of two members, addition of seven new volunteers and the approval of an Art Show for October 24<sup>th</sup>. Approved: Unanimous

**Architecture:** Submitted Minutes from the meeting included 12 approved/ratified applications. Upon a motion and seconded:

**RESOLVED:** To accept the report as presented. Approved: Unanimous

**Landscape:** The Landscape Committee met in July 2021. One request was approved, two homeowner requests denied and a third tabled. Upon a motion and seconded:

**RESOLVED:** To accept the minutes to the Landscape Committee. Approved: Unanimous.

### **X. COMMITTEE REPORTS (Non-Board Executive Sub-Committee)**

#### **STRATEGIC PLANNING COMMITTEE**

The Strategic Planning Committee reported that work to plan SPC projects for community have seen some delay. The committee has held some workshops instead of meetings to work on certain projects. The next workshop will be August 3<sup>rd</sup>. There will not be a homeowner forum, but it is open to residents.

**RESOLVED:** To acknowledge and accept the report as presented noting no action needed at this time.

**SAFETY COMMITTEE:** The Safety Committee met on July 8. The Safety Committee continues to patrol the community, and they are submitting their reports via email to the business office. It was mentioned that the pool now has a volunteer to close the pool at 9pm.

**RESOLVED:** To accept John Moore as a new volunteer to the committee. Approved: Unanimous

**OSERT:** No meeting was held.

**OCA-TV:** Thanks to Mario Badua who continues to be the only person working with the TV station. Volunteers are needed to continue service.

**RESOLVED:** To acknowledge and accept the report as presented noting no action needed at this time.

**UNIT ADVISORS:** The Unit Advisors met in July and now have a full set of unit advisors for the community. They held a dedication ceremony for the Rock Garden and announced that Unit 3 will be hosting music on Sunday Afternoons.

**RESOLVED:** To acknowledge and accept the report as presented noting no action needed at this time.

**WEBSITE:** The Website Committee met on July 7, 2021.

**RESOLVED:** To acknowledge and accept Tom Trompeter as a new member. Approved: Unanimous

**FINANCE COMMITTEE:**

The Finance Committee met on July 19, 2021. The Finance Committee Chair and the Treasurer reviewed the June finance packet and provided feedback to the Accounting Manager.

**RESOLVED:** To acknowledge receipt of the June Finances and draft minutes for July 19 and to accept this report as presented noting no action needed.

**AD-HOC LAND LEASE COMMITTEE:** Report deferred to New Business.

**MANAGEMENT REPORT:**

The General Manager is looking at work order procedures and thanks the homeowners as he works to streamline processes that better serve the community. He is working with vendors and reiterating expectations. He is also conducting employee reviews and hiring to fill vacant maintenance technician positions. The new Storage space in the Butler Building is being constructed on an as-needed basis.

**RESOLVED:** To acknowledge and accept the report as presented noting no action needed at this time.

**MAINTENANCE REPORT:**

Facility Manager reported on the ongoing and completed projects as listed:

- Unit #5 Paint Project is currently in progress with Units #7 and 7A to follow.
- 7A slope work on the new drainage repairs is complete with the drainage being rerouted.
- Storage Units in Butler Building have begun. They will soon be ready for rentals.
- Unit 2 electrical work is close to completion. Plan to wrap up work on Friday.
- Cleaning trash and doggie stations.

**RESOLVED:** To acknowledge and accept the maintenance report as presented noting no action needed.

Labahn's representative Greg Fonseca and Carl Derst gave a presentation on RoundUp and the alternatives. They reported that RoundUp carries a caution label which is 2<sup>nd</sup> to lowest and that it is the most effective on the surfaces located in the Community. They discussed the addition of a pre-emergence to RoundUp that would lessen the need to use RoundUp as often. Upon a motion and seconded:

**RESOLVED:** To continue to trust Labahn's, our Landscape Committee, and our General Manager to use their best judgment on what pesticides to use. Approved: Unanimous

## **UNFINISHED BUSINESS**

### **A. Solar Project**

Secretary Cowgill reported on the status of the Solar Project. He had hoped that we would be at full capacity but the issue with the SDG&E transformer has delayed it. We will be operating at 50% until the transformer is installed which should be next month.

### **B. Compliance Matters**

The Compliance Committee and staff were asked to present sample letters of compliance notices to homeowners.

**RESOLVED:** To table the discussion on Compliance Matters. Approved: 5-yes, 2-no

### **C. Policy to allow internet participation by Board Members who are unable to physically attend a Board Meeting.** Upon a motion and seconded:

**RESOLVED:** To adopt the following Policy on internet or telephone participation at Board meetings by physically absent directors

A director who needs to be physically absent from a properly announced and called Board meeting (general session or executive session, regular or special) may participate in the meeting via Internet (Zoom, GoToMeeting, etc.) or telephone. That director will also be given opportunity to take part in the discussions and to vote. The following conditions will apply:

1. The director must offer an acceptable excuse for being absent since directors are expected to attend meetings in person whenever possible.
2. The director must be able clearly and without interruptions to hear the meeting and speak to it.
3. If technical problems cause the absent director to miss some of the discussion prior to a vote on a motion, he or she must voluntarily abstain from that vote.
4. If technical problems cause the absent director's connection to be dropped, the Board can proceed with its business without that director, provided that a quorum of the Board remains.

Approved: Unanimous

## **NEW BUSINESS**

### **A. Six-month Financial Review of Operating Fund and Reserve Fund Budgets**

The Board discussed the 6-month review and made a request to provide forecasting to better assure that we will stay within the budget. There was a question on the fire protection item asking if it refers to fire hydrant replacement or inspection.

### **B. Proposal from Ad Hoc Land Lease Committee**

The Ad Hoc Land Lease Committee requested that an attorney be engaged to help plan how to approach the Oceanside Land Company regarding its paying for infrastructure replacement and a possible buy-out of the land lease. Upon a motion and seconded:

**RESOLVED:** That OCA engage Attorney Grant Teeple to investigate the replacement of infrastructure and related issues and to recommend a plan of action to deal with Oceanside Land Company regarding the Land Lease between OLC and OCA, not to exceed \$5,000. Approved: Unanimous

**RESOLVED:** That Tom Trompeter be designated as our contact-man to work with Mr. Teeple.

Approved: Unanimous

**RESOLVED:** that the attorney fees be taken from the unallocated \$40,000 dividend paid to OCA by Oceanside Golf Club Inc. in 2021. Approved: Unanimous

**C. Increased Room Usage**

The Archives Room has been divided to create a small new meeting room for up to 6 people. The small office by the Clubhouse lobby might be an option for a small meeting room. There is a need to find more meeting space as the number of groups and activities increase.

**D. Discussion on Lapidary Shop – withdrawn**

**E. Ad Hoc Reserve**

The General Manager is looking to streamline some processes to better serve the community. More information to come.

**F. Pesticides**

This topic was discussed earlier in the meeting

**G. Resumption of Governing Documents Revision Project**

This project will follow a twice a month schedule to be held at 10am on the 2<sup>nd</sup> and 4<sup>th</sup> Saturdays of each month. Upon a motion and seconded:

**RESOLVED:** To resume the review of our remaining governing documents through a series of twice-a-month member meetings on Saturday mornings at 10:00 a.m., beginning August 28 and then continuing the 2<sup>nd</sup> and 4<sup>th</sup> Saturday of each month. Approved: 6-yes, 1 abstention

**H. Hilltop Highlights changes:**

Upon a motion and seconded:

**RESOLVED:** To post the approved General Session minutes on the website with the added instructions that the minutes be deleted from the website after three months. Approved: Unanimous

Upon a motion and seconded:

**RESOLVED:** That a Letter to the Editor column be included in *HH* on a trial basis, with the understanding that the editorial staff has the authority to omit letters which are inappropriate and that a representative of the Board is shown all letters before they are included in *HH* and given opportunity to respond if deemed necessary. Approved: 5-yes, 1-no, 1-abstention

**I. Appointment of an official media officer**

Upon a motion and seconded:

**RESOLVED:** To appoint the General Manager as the point of contact for official statements with immediate notification to the Board. Approved: Unanimous

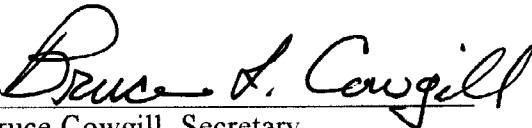
**J. Roundtable:**

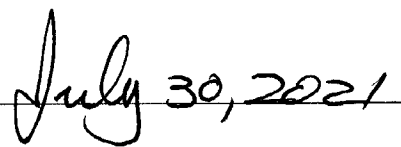
To be added to next month's agenda: Discussion on not having both General Session and Executive Session meetings on same day.

**XIV. ADJOURNMENT TO EXECUTIVE SESSION**

The General Session of the Board of Directors adjourned at 12.25pm. The Board will reconvene in Executive Session at 1:10pm.

Respectfully Submitted,

  
Bruce Cowgill, Secretary

Date: 

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Approved Officer of the Board